

**COMPREHENSIVE GUIDANCE AND COUNSELING
WINTER COUNSELOR CONFERENCE
February 10, 2006**

**CREDIT INFORMATION OVERVIEW
Please familiarize yourself with the following information!**

Upon completion of the Winter Counselor Conference in its entirety, participants may receive 0.5 semester credit from USOE. Credit request forms will be provided in your packets at the conference. Please note the following regarding USOE credit:

UTAH STATE OFFICE OF EDUCATION CREDIT

- 1. Utah State Office of Education (USOE) Credit Offered**
One-half of a semester credit from USOE is offered. In order to obtain this credit, you are required to attend the entire conference.
- 2. Cost – FREE!** There is no cost for USOE credit.
- 3. Completing the Form**
Please complete the credit request form. Credit request forms will be provided in your packets at the conference. Fill in your name, address, phone number, social security number **OR** CACTUS ID number, school, and district.
- 4. Submit the Form**
Turn in completed forms at the conference registration desk. Remember that you are required to attend the entire conference in order to be eligible to turn in this form. Forms will not be accepted until the end of the conference – **NO EXCEPTIONS!** Thank you for your understanding on this issue as it is a rule we are required to enforce when offering this type of credit.
- 5. Credit Posted on CACTUS –** USOE credit will be posted on CACTUS. Please allow 2-3 weeks for your credit to appear.